

DD/S 72-1600

24 APR 1972

Dr. James B. Rhoads  
Archivist of the United States  
General Services Administration  
National Archives and Records Service  
Washington, D.C. 20408

Dear Doctor Rhoads:

Thank you for your letter of April 11, 1972 concerning your  
new responsibilities under Executive Order 11652.

I have asked Mr. John W. Coffey, Deputy Director for Support,  
to represent the Central Intelligence Agency at the meeting on  
28 April 1972.

Sincerely,

*/s/*  
Richard Helms  
Director

DD/S:JWC:maq (20 Apr 72)

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ORIGINATOR: 21 APR 1972  
(Date)

(Signed) John W. Coffey

John W. Coffey  
Deputy Director  
for Support

STATINTL

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FILE *Records*

Mr. Helms (via Mr. Colby)

It has been agreed by Ed Proctor and Larry Houston that we would take at least the first meeting.

Request your signature.

(signed) John W. Coffey

John W. Coffey

21 APR 1972

DD/S:JWC:maq

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DD/S 72-1600: Proposed ltr dtd 24 APR 1972 for Dr. James B. Rhoads fr  
Richard Helms re EO 11652



April 11, 1972

Honorable Richard Helms  
Director of Central Intelligence  
Washington, DC 20505

Dear Mr. Helms:

As you know, on March 8 President Nixon signed Executive Order 11652 establishing a new system for the classification and declassification of national security information and material. The President assigned several responsibilities to me, as Archivist of the United States, for the timely declassification of documentary materials and, in his accompanying statement, reiterated his plan for an immediate and systematic declassification of World War II documents. Section 5(E)(2) of the Executive Order states that:

All information and material classified before the effective date of this order and more than 30 years old shall be systematically reviewed for declassification by the Archivist of the United States by the end of the thirtieth full calendar year following the year in which it was originated. In his review, the Archivist will separate and keep protected only such information or material as is specifically identified by the head of the department in accordance with (E)(1) above. In such case, the head of the department shall also specify the period of continued classification.

This provision imposes upon me the responsibility to begin the systematic review of eligible materials immediately so that by December 31, 1972, all materials predating January 1, 1943, may be made available for public examination, except for specifically identified information or material designated by you, or another agency head, as requiring continued protection. Our holdings of pre-1943 classified material comprise approximately 58,000,000 pages, representing an estimated 95% of all classified records for that period.

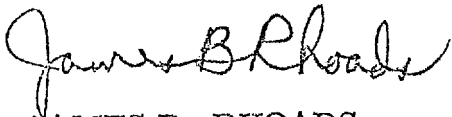
We are, of course, committed to the President's new program for the declassification of these historical materials and feel that it is essential that efficient procedures to handle this material be developed at once. The task of facilitating the automatic declassification of 30-year old material requires the immediate attention of all agencies whose documents would be involved.

I therefore ask that you designate a program official at the Assistant Secretary level who can speak for you in dealing with the National Archives and Records Service in the specific area of declassification of 30-year old material.

We have scheduled a meeting of such agency representatives at the National Archives Building for Friday, April 28, at 9:30 a.m. The meeting will last approximately one hour. For those who may be able to remain longer, we have scheduled a tour of our facilities, including security stack areas.

I would appreciate it if you would provide me with the name of the person you designate to assist us in this important work.

Sincerely,



JAMES B. RHOADS  
Archivist of the United States